
CALIFORNIA TAX CREDIT ALLOCATION COMMITTEE

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State Controller

DATE: March 19, 2008
TO: Low Income Housing Tax Credit Applicants
FROM: William J. Pavão, Executive Director
RE: Competitive Tax Credit Application Submittals

For the first round of 2008, TCAC will continue to require that any hand delivered applications be submitted to the Sacramento headquarters office by 5:00 p.m. on the application due date. However, delivering an application to an express mail carrier for overnight delivery by the application deadline would also constitute a valid submittal. TCAC understands that this means many applications would arrive in the Sacramento headquarters the day following the deadline. But, if the mailed application's delivery paperwork clearly demonstrates that the application (a) left the applicant's possession by 5:00 p.m. on the application due date, and (b) was sent overnight delivery by an express mail provider, TCAC would accept the application.

Example

2008 first round applications will be due by 5:00 p.m. Wednesday, April 9, 2008. Applications submitted to a local express mail carrier by that deadline for overnight delivery would be honored by TCAC, even though the application would arrive at the Sacramento office the morning of Thursday, April 10th. TCAC staff would confirm that the application package had been delivered to the express mail carrier in time by reviewing the paperwork on the mailing.

Problems or Questions

TCAC would contact the applicant with any questions regarding the express mail service submittal time and date. Where the submittal time is unclear from the package documentation, the applicant would have to produce an online delivery service log or other proof of timely submittal. TCAC would not hold the applicant responsible for any performance failures by the express mail delivery service. However, in such cases TCAC would seek clear evidence that the applicant had performed in good faith, and met conditions (a) and (b) above.

Conclusion

For application submittal purposes, the new alternative delivery option brings TCAC's Sacramento office to your nearest express mail service location. Those who still wish to experience the catharsis of hand carrying their applications into the Sacramento office will continue to be welcomed. If you have any questions regarding this matter, please call (916) 654-5913.